

7 November 1962

MEMORANDUM FOR: Deputy Director (Plans)

SUBJECT : inadequate Notice by Visitors

1. During my visit to [] was brought to my attention. It simply gave the flight and arrival date of [] Security Officer.

2. Although the cable did not request station support, the [] planned to reserve a room and meet []. As hotels are currently crowded, the Chief of Support felt that if he did not reserve a room, [] might well be stranded [] without suitable accommodations.

3. The Chief of Support stated that this type of message was not unusual. [] has a large number of visitors, and he says all too frequently the messages of their arrival are as uninformative as the referenced message.

4. It is recommended that travellers be advised to be more explicit in their messages of arrival.

J. S. Earman
Inspector General

cc: Director of Security
Chief, WE
Chief, EE

O/IG: []:js (7 Nov 62)

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